

An enquiry about results allows NCFE centres to raise a query over a result for an external assessment.

There are two options available.

Option 1 – clerical check

- **Includes a full check of all clerical procedures to ensure that the marks or grades awarded to the student(s) have been correctly recorded and processed**
- **Ensuring all parts of the assessment have been marked, all marks have been recorded and added up correctly, and grade boundaries have been applied accurately.**

Option 2 – review of marking

- **This service ensures that the agreed mark scheme/standard has been applied correctly and is not a re-marking of the student's assessment**
- **Includes a clerical check**
- **This is carried out by the Chief Examiner, or a Senior Examiner who did not originally mark that student's paper.**

Enquiry outcomes

Student's scores and grade may increase, decrease, or remain the same.

Timescales and costs

All qualifications (VTQ and T Level)

Service	Centre to request within	Outcome returned within	Cost
Clerical check	20 working days* (5 weeks for T Levels)	5 working days	£5** (per batch)
Review of marking	20 working days* (5 weeks for T Levels)	25 working days	£48.50** (per student, per assignment)
Expedited review of marking (T Level only)	7 calendar days*	10 working days	£52** (per student, per assignment)
<i>*From receipt of initial results/outcome or within 5 working days from a clerical check outcome.</i>			
<i>**Fee waived if the overall external assessment grade changes.</i>			